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(CLASSIFICATION)Executive Registry
623139

ACTION MEMORANDUM

OFFICE OF THE DIRECTOR

Action Memorandum No. A - 7Date 8 May 1962

TO : Deputy Director (Support)

SUBJECT :

REFERENCE:

1. At the staff meeting on May 8 the Deputy Director stated that he felt the open area in the center of the building could be better utilized.
2. The Deputy Director requested that a study be made of this subject.

25X1
Written by as Action Memo #4
LBK/jrcLyman B. Kirkpatrick
Executive Director

Distribution:

- Orig & 1 - Addressee
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SUSPENSE DATE:

Director's Staff Meeting, 8 May 1962

ACTION MEMORANDUM # 4

25X1

TO:

At today's Staff Meeting, the Deputy Director stated that he felt the open area in the center of the building ~~could stand some improvement~~ and possibly could be better utilized.

The Deputy Director requested that a study be made ~~for better utilization of this space and requested all members present at the~~ Staff Meeting for any suggestions that they might have.

Lyman B. Kirkpatrick
Executive Director